



Vernon E. Wightman Primary School

216 Maple Heights
Bath, New York 14810
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Bret Ryan

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September

Dear Parent/Caregiver/Guardian:

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Bath Central School District, with certain exceptions obtain written consent prior to the disclosure of the personally identifiable information from your student(s) education records. However, Bath Central School District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Bath Central School District to include this type of information from your student(s) educational records in certain school publications. Examples include:

- A playbill, showing your student(s) role in a drama production.
- The annual yearbook.
- Honor roll or other recognition lists.
- Graduation programs, and
- Sports activity sheets, such as wrestling that shows the weight and height of a team member.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if release, can also be disclosed to outside organizations without a caregiver’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, the New York State Education L: Aw 2-1 and two Federal Laws require school districts receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with student names, addresses, and telephone listings – unless caregivers have advised the School District that they do not want their student(s) information disclosed without prior written consent.

Bath Central School District has designated the following information as directory information:

- Student(s) name
- Address
- Telephone Listing
- Photograph
- Grade Level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received

If you do not want Bath Central School District to disclose some or all directory information from your student(s) education records without your prior written consent, you must notify the District in writing by the end of September. You can mail your written responses to my attention at the Vernon E. Wightman Primary School.

If you have any questions regarding this information, please give me a call at (607) 776-3301 Ext. 1061.

Sincerely,

Bret Ryan
Principal